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ABSTRACT

This bibliography presents approximately 170 citations of instructional materials pertaining to distributive education areas such as retailing, job analysis, and curriculum development. The entries were compiled from "Abstracts of Instuctional Materials" (AIM) Fall 1967, to Fall 1969. AIM is the quarterly publication which announces the availability of instructional materials acquired and processed by the Educational Resources Information Center (ERIC) Clearinghouse on Vocational and Technical Education. Arranged in numerical order by accession number, the entries include author, title, date, number of pages, availability information, and the issue of AIM in which a brief abstract appears. Ordering instructions are included. (JS)

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Bibliography of Distributive Education Documents as Listed in Abstracts of Instructional Materials In Vocational and Technical Education (AIM) Fall, 1967 to Fall, 1969

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INTRODUCTION

This bibliography was compiled from the Vocational Education Clearinghouse document publications of Abstracts of Instructional Material (AIM). All nine indexes from Fall, 1967, to Fall, 1969, were used. AIM is a quarterly publication of the Vocational and Technical Education Clearinghouse for the Educational Resources Information Center (ERIC). The AIM indexes list abstracts of documents relating to instructional material only. A companion publication, Abstracts of Research and Related Material(ARM), lists all abstracts of research oriented material in Vocational Education.

Information provided in this bibliography is given in numerical order according to the VT Clearinghouse accession number. Some documents also list an ED number which is an Education Document accession number. These documents are found in the ERIC Research In Education (RIE) collection which is the entire collection of ERIC documents from all 19 clearinghouses. All such documents should be ordered by ED number rather than by VT number from the ERIC center at UND. All other documents can be requested from either the State Department of Vocational Education, Bismarck, or ERIC Center, UND.

All documents listed in this bibliography that are available in the VT-ERIC collection are provided on microfiche form only. Microfiche are 4 x 6 film cards which require a special reader for enlargement of the print for reading.

ERIC documents that are not available from the ERIC Document Reproduction Service (EDRS) will have an alternate source listing. These documents are listed as NOT AVAILABLE FROM EDRS and therefore cannot be furnished by any ERIC collection as they must be ordered from the original source.

ORDERING INSTRUCTIONS

All documents in this bibliography that list a Vocational-Technical accession number only (VT) are located in a VT-ERIC microfiche collection. To request any document, the VT number must be provided along with the quarterly index in which the document is abstracted. All this information is provided for users in this bibliography. Materials cannot be located by title.

Individual documents may be ordered from the National Cash Register Company, Bethesda, Maryland 20014, if desired. These documents can be purchased in either microfiche form (MF) or hardcopy (HC). The price is 25¢ per microfiche or 5¢ a page in reproduced form.

Most people would prefer to make use of the microfiche from locations within the state rather than by purchasing the material. There are two collections in North Dakota; at the State Vocational Education Department in Bismarck, and at the ERIC Center, University of North Dakota, Grand Forks. Inquiries should be sent to either of these locations. To request a document, the VT number and the issue and date of the AIM index must be given. (Example: VT 000 652, AIM Fall 1968.)

Distributive Education

Documents by Numerical Order

Distributive Education

VT 000 005 PRINCIPLES OF MERCHANDISE DISPLAY (WORKBOOK) Hogue, Kenneth C. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 41 pages. AIM Spring 1968.

VT 000 074 A GUIDE--COOPERATIVE DISTRIBUTIVE EDUCATION IN FLORIDA HIGH SCHOOLS (BULLETIN 74H-4) Florida State Department of Education; Tallahassee, Florida. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 151 pages. AIM Winter 1967.

VT 000 123 TECHNIQUES OF JOB ANALYSIS FOR EXECUTIVES AND SUPERVISORY PERSONNEL IN DISTRIBUTIVE OCCUPATIONS, LEADER'S MANUAL Kneeland, Natalie. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.50). Texas Education Agency; Austin, Texas; Distributive Education Division. DOCUMENT NOT AVAILABLE FROM EDRS. 1952. 82 pages. AIM Fall 1969.

VT 000 124 PUBLIC RELATIONS FOR RETAIL EMPLOYEES Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas Education Agency; Austin, Texas; Vocational Division. DOCUMENT NOT AVAILABLE FROM EDRS. 1950. 116 pages. AIM Fall 1969.

VT 000 127 SPORTING GOODS Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 118 pages. AIM Summer 1968.

VT 000 137 DISTRIBUTIVE EDUCATION DRUG MANUAL, PART I Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; University of Texas; Austin, Texas 78712. ($7.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. January, 1964. 205 pages. AIM Spring 1968.

VT 000 138 DISTRIBUTIVE EDUCATION DRUG MANUAL, PART II Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; University of Texas; Austin, Texas 78712. ($7.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 172 pages. AIM Spring 1968.

VT 000 139 TOILETRIES MANUAL Scott, Elaine; and others. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.00). Texas University; Austin, Texas; Industrial and Business Training Bureau. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 89 pages. AIM Spring 1968.

VT 000 140 RETAIL CREDIT FUNDAMENTALS Cobb, E.H.; and Pettie, Jean. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.00). Texas University; Austin, Texas; Department of Distributive Education Service. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 65 pages. AIM Spring 1968.

VT 000 141 STOCKKEEPING FOR COOPERATIVE PART-TIME STUDENTS IN HIGH SCHOOL AND JUNIOR COLLEGES Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 158 pages. AIM Spring 1968.

VT 000 144 FEED AND FARM SUPPLIES Duncum, William C. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 163 pages. AIM Spring 1968.

VT 000 145 MATHEMATICS OF DISTRIBUTION Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($5.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 184 pages. AIM Fall 1967.

VT 000 146 TELL IT WELL (TO SELL IT WELL), INSTRUCTOR'S MANUAL Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.50). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1962. 137 pages. AIM Fall 1969.

VT 000 148 INDIVIDUAL ASSIGNMENT BASED ON "YOUR ATTITUDE IS SHOWING", BY ELWOOD N. CHAPMAN Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 28 pages. AIM Winter 1967.

VT 000 150 SUGGESTED LESSON PLANS IN SAFETY EDUCATION FOR STUDENTS OF DISTRIBUTIVE EDUCATION Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($7.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 52 pages. AIM Fall 1969.

VT 000 152 BASIC FASHION TRAINING Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.50). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1952. 110 pages. AIM Fall 1969.

VT 000 155 SCHOOL AND BUSINESS RELATIONSHIPS Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1962. 205 pages. AIM Fall 1969.

VT 000 156 BASIC ORGANIZATION OF DISTRIBUTION Luter, Robert R. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1962. 110 pages. AIM Fall 1969.

VT 000 157 BASIC SELLING Luter, Robert R. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 101 pages. AIM Fall 1967.

VT 000 158 COMMUNICATION (ORAL AND WRITTEN). DISTRIBUTIVE EDUCATION PREPARATORY SERIES Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.75). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 179 pages. AIM Fall 1968.

VT 000 159 PAINT AND WALLPAPER Click, Carrol. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00). Texas University; Austin, Texas; Industrial and Business Training Bureau DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 183 pages. AIM Spring 1968.

VT 000 160 PERSONAL QUALITIES (FOR SUCCESS IN DISTRIBUTION). DISTRIBUTIVE EDUCATION PREPARATORY SERIES Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($1.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 57 pages. AIM Fall 1968.

VT 000 161 ARITHMETIC FOR DISTRIBUTION (DISTRIBUTIVE EDUCATION PREPARATORY SERIES) Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 140 pages. AIM Fall 1968.

VT 000 163 ADVANCED SELLING (INCLUDING SECOND-YEAR ORIENTATION) Sullivan, Janie. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 161 pages. AIM Fall 1969.

VT 000 164 MERCHANDISING Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00) Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 140 pages. AIM Fall 1967.

VT 000 166 RETAIL CREDIT Burbrink, Pauline W. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 87 pages. AIM Fall 1969.

VT 000 167 SALES PROMOTION Thomas, Icy. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 136 pages. AIM Fall 1969.

VT 000 168 MARKETING IN OUR ECONOMY Luter, Robert R. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.50). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 149 pages. AIM Fall 1967.

VT 000 169 DISTRIBUTION (IN OUR ECONOMY). DISTRIBUTIVE EDUCATION PREPARATORY SERIES Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 87 pages. AIM Fall 1968.

VT 000 170 COMMUNICATIONS IN DISTRIBUTION Gilbert, Hosephinem. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1962. 97 pages. AIM Fall 1969.

VT 000 171 RECEIVING, CHECKING, MARKING Clarke, Margaret. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.50). Texas University; Austin, Texas; Industrial and Business Training Bureau. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 121 pages. AIM Spring 1968.

VT 000 173 FOOD SERVICE SELLING, INSTRUCTOR'S MANUAL Moore, Luda Davis. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.50). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1952. 101 pages. AIM Fall 1969.

VT 000 174 MEN'S FURNISHINGS FOR COOPERATIVE PART-TIME DISTRIBUTIVE EDUCATION STUDIES IN HIGH SCHOOLS AND JUNIOR COLLEGES Click, Carrol. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($5.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 154 pages. AIM Spring 1968.

VT 000 179 PRINCIPLES OF MERCHANDISE DISPLAY Moore, Plasco G. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 171 pages. AIM Spring 1968.

VT 000 182 DISTRIBUTIVE EDUCATION ADVERTISING MANUAL Clarke, Margaret. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.00). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 119 pages. AIM Spring 1968.

VT 000 184 MEN'S WEAR FOR COOPERATIVE PART-TIME DISTRIBUTIVE EDUCATION STUDENTS IN HIGH SCHOOLS AND JUNIOR COLLEGES Liston, Lovic. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 158 pages. AIM Spring 1968.

VT 000 186 FLORISTRY, MERCHANDISING AND SERVICES Gross, Lanis. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($3.50). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 154 pages. AIM Spring 1968.

VT 000 188 LET'S SELL READY TO WEAR Van Liew, Mary. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($2.50). Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 186 pages. AIM Spring 1968.

VT 000 208 SERVICE STATION TRAINING KIT Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($19.95) Texas University; Austin, Texas, Instruction Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 19 parts. AIM Spring 1968.

VT 000 209 STOCKING, MARKING, AND DISPLAYING FOR FOOD STORES Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($12.50 for kit). TExas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 361 pages. AIM Fall 1969.

VT 000 210 MODERN SUPERMARKET OPERATION Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($12.50 for kit). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 298 pages. AIM Fall 1969.

VT 000 211 HOME FURNISHING SALES TRAINING KIT Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($19.95 for kit). Texas University; Austin, Texas; Department of Distributive Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1960. 19 parts. AIM Fall 1967.

VT 000 212 LUMBER AND BUILDING MATERIALS. PART I Bronstad, Homer. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 127 pages. AIM Spring 1968.

VT 000 213 LUMBER AND BUILDING MATERIALS. PART II Bronstad, Homer. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 138 pages. AIM Spring 1968.

VT 000 214 LUMBER AND BUILDING MATERIALS. ASSIGNMENT Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Industrial and Business Training. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 77 pages. AIM Spring 1968.

VT 000 215 PROCEDURE--CARE, PREPARATION AND MERCHANDISING Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($12.50 for kit). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 445 pages. AIM Fall 1969.

VT 000 216 AUTO PARTS COUNTERMAN Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($12.50 for kit). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 5 parts. AIM Fall 1967.

VT 000 238 ASPECTS OF SALES PROMOTION. ADMINISTRATIVE NAMAGEMENT COURSE PROGRAM TOPIC 7 Perrault, John O. Small Business Administration; Washington, D.C. MF AVAILABLE IN VT ERIC SET. 1966. 76 pages. AIM Winter 1968.

VT 000 437 YOUR ATTITUDE IS SHOWING Chapman, Elwood N. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($5.65). Science Research Associates, Incorporated; Chicago, Illinois. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 160 pages. AIM Fall 1967.

VT 000 507 DISTRIBUTIVE EDUCATION LIBRARY LISTS. (PROFESSIONAL BULLETIN SERIES NO. 5) Ertel, Kenneth A.; and Smith, Gary R. Council for Distributive Teacher Education; Idaho State Board for Vocational Education; Boise, Idaho. EDRS MF-$0.25 HC-$2.20. 1964. 42 pages. AIM Fall 1967.

VT 000 589 TRAINING FOR STUDENTS IN THE FOOD INDUSTRY. (VOCATIONAL DIVISION BULLETIN NO. 290). DISTRIBUTIVE EDUCATION SERIES NO. 30., UNITED STATES GOVERNMENT PRINTING OFFICE; WASHINGTON, D.C. Beaumont, John A. Superintendent of Documents; U.S. Government Printing Office; Washington, D.C. 20402. G.P.O. Number FS5.282:82004 for 15¢. Office of Education; Washington, D.C. DOCUMENT NOT AVAILABLE FROM EDRS. 1961. 30 pages. AIM Fall 1967.

VT 000 674 SEAFOOD MERCHANDISING, A GUIDE FOR TRAINING PROGRAMS. (VOCATIONAL DIVISION BULLETIN NO. 304). DISTRIBUTIVE EDUCATION SERIES NO. 35., UNITED STATES GOVERNMENT PRINTING OFFICE; WASHINGTON, D.C. Superintendent of Documents; Government Printing Office; Washington, D.C. 20402. G.P.O. Number FS5.282:82014 for 30¢. Office of Education; Washington, D.C. DOCUMENT NOT AVAILABLE FROM EDRS. 1964. 80 pages. AIM Fall 1967.

VT 000 909 DISTRIBUTIVE EDUCATION FOR ADULTS, GUIDE FOR PART-TIME INSTRUCTORS. (VOCATIONAL DIVISION BULLETIN NO. 259). DISTRIBUTIVE EDUCATION SERIES NO. 21., UNITED STATES GOVERNMENT PRINTING OFFICE: WASHINGTON, D.C. Kneeland, Natalie. Superintendent of Documents; U.S. Government Printing Office; Washington, D.C. 20402. G.P.O. Number FS5.282:82003 for 15¢. Office of Education; Washington, D.C. DOCUMENT NOT AVAILABLE FROM EDRS. 1960. 27 pages. AIM Fall 1967.

VT 001 037 INTRODUCTION OT AUTOMATIC BUSINESS DATA PROCESSING: A SUPPLEMENT FOR TEACHERS OF DISTRIBUTION Conover, Hobart H. Public Distribution Unit; State Education Department; Room 169, Education Building; Albany, New York 12224. ($0.25). New York State Education Department; Albany, New York; Bureau of Secondary Curriculum Development. MF AVAILABLE IN VT ERIC SET. 1965. 53 pages. AIM Winter 1968.

VT 001 091 PERSONAL DEVELOPMENT FOR YOUNG MEN Luter, Robert R. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($4.00). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1967. 125 pages. AIM Spring 1968.

VT 001 095 FIBERS AND FABRICS Craig, Jane; and Sullivan, Janie. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1967. 297 pages. AIM Spring 1968.

VT 001 167 RETAIL SELLING. A SUGGESTED OUTLINE FOR AN ADULT GROUP. BUREAU OF BUSINESS AND DISTRIBUTIVE EDUCATION BULLETIN NO. 92. (REVISED) Education Department; Albany, New York. MF AVAILABLE IN VT ERIC SET. 1963. 21 pages. AIM Fall 1968.

VT 001 227 DISTRIBUTIVE 1 AND 2 SYLLABUS New York State Education Department; Albany, New York; Bureau of Secondary Curriculum Development. MF AVAILABLE IN VT ERIC SET. 1965. 165 pages. AIM Fall 1968.

VT 001 228 HANDOUT FOR TEACHERS OF SALESMANSHIP. New York State Education Department; Albany, New York; Bureau of Secondary Curriculum Development. MF AVAILABLE IN VT ERIC SET. 1966. 48 pages. AIM Fall 1968.

VT 001 273 ED 018 562 A FIRST LOOK AT DISTRIBUTION Washington State Board for Vocational Education; Olympia, Washington. EDRS MF-$1.25 HC-$14.20. 1966. 282 pages. AIM Fall 1968.

VT 001 322 SELECTED METHODS OF INSTRUCTION IN DISTRIBUTIVE EDUCATION Levendowski, J.C. California State Department of Education; Sacramento, California; Bureau of Business Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 21 pages. AIM Winter 1967.

VT 001 327 SELECTED INTRUCTIONAL MATERIALS FOR DISTRIBUTIVE EDUCATION Levendowski, J.C. California State Department of Education; Sacramento, California; Bureau of Business Education. EDRS MF-$0.25 HC-$2.05. 1966. 39 pages. AIM Summer 1968.

VT 001 351 OUR SYSTEM OF DISTRIBUTION Ernest, John W. California University; Los Angeles, California; Division of Vocational Education. MF AVAILABLE IN VT ERIC SET. 1965. 145 pages. AIM Summer 1969.

VT 001 513 CAREER DEVELOPMENT UNIT, JOB INTERVIEW Chancey, Gilbert E. Kentucky University; Lexington, Kentucky; Instructional Materials Laboratory. EDRS MF-$0.25 HC-$2.05. 1966. 39 pages. AIM Winter 1967.

VT 001 549 DEVELOPMENT OF JUNIOR COLLEGE DISTRIBUTIVE EDUCATION CURRICULUMS. A RESEARCH PROJECT Burbrink, Pauline W.; and Luter, Robert R. Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 64 pages. AIM Summer 1969.

VT 001 674 SHOE SALES TRAINING KIT Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas 78712. ($12.50). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 5 parts. AIM Spring 1968.

VT 001 685 HARDWARE SALES TRAINING KIT Instructional Materials Laboratory; Distributive Education Department; Division of Extension; University of Texas; Austin, Texas 78712. ($25.00). Texas University; Austin, Texas; Instructional Materials Laboratory. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 16 pages. AIM Spring 1968.

VT 001 700 HUMAN FACTORS IN SMALL BUSINESS. ADMINISTRATIVE MANAGEMENT COURSE PROGRAM TOPIC 10 Superintendent of Documents; U.S. Government Printing Office; Washington, D.C. 20402. (SBA 1.24:10 $1.50). Small Business Administration; Washington, D.C. MF AVAILABLE IN VT ERIC SET. 1965. 94 pages. AIM Winter 1968.

VT 001 817 PLANNING AND ORGANIZING AN EXPORT TRADE EDUCATION PROGRAM (VOCATIONAL DIVISION BULLETIN NO. 302). DISTRIBUTIVE EDUCATION SERIES NO. 34, UNITED STATES GOVERNMENT PRINTING OFFICE; WASHINGTON, D.C. Winkel, Willem. Superintendent of Documents; Government Printing Office; Washington, D.C. 20402. G.P.O. Number FS5.282:82012 for 20¢. Office of Education; Washington, D.C. DOCUMENT NOT AVAILABLE FROM EDRS. 1963. 50 pages. AIM Fall 1967.

VT 002 029 TAXATION: A KEY FACTOR IN BUSINESS DECISION. ADMINISTRATIVE MANAGEMENT COURSE PROGRAM TOPIC 8. Superintendent of Documents; U.S. Government Printing Office; Washington, D.C. 20402. SBA 1.24:8 for $1.25. Small Business Adminstration; Washington, D.C. MF AVAILABLE IN VT ERIC SET. 1966. 86 pages. AIM Winter 1968.

VT 002 040 MERCHANDISING GROUP INSTRUCTION, A COURSE OF STUDY DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN DISTRIBUTIVE EDUCATION Karnes, James B. Industrial Education; 103 Industrial Education Building; University of Missouri; Columbia, Missouri 65201. ($1.50). Missouri University; Columbia, Missouri; Department of Industrial Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 49 pages. AIM Fall 1967.

VT 002 054 SALESMANSHIP INDIVIDUAL STUDY, A COURSE OF STUDY DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN DISTRIBUTIVE OCCUPATIONS Karnes, James B. Industrial Education; 103 Industrial Education Building; University of Missouri; Columbia, Missouri 65201. Missouri University; Columbia, Missouri; Department of Industrial Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 159 pages. AIM Winter 1967.

VT 002 061 HARDWARE RETAILING, A COURSE OF STUDY, DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN HARDWARE RETAILING Karnes, James B. Missouri University; Columbia, Missouri; Department of Industrial Education. MF AVAILABLE IN VT ERIC SET. 1965. 204 pages. AIM Summer 1968.

VT 002 093 MERCHANDISING INDIVIDUAL STUDY, A COURSE OF STUDY DESIGNED FOR STUDENTS PREPARING FOR OR PRESENTLY EMPLOYED IN DISTRIBUTIVE OCCUPATIONS Karnes, James B. Industrial Education; 103 Industrial Education Building; University of Missouri; Columbia, Missouri 65201. ($1.50). Missouri University; Columbia, Missouri; Department of Industrial Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1965. 103 pages. AIM Winter 1967.

VT 002 095 FOOD SERVICE, A COURSE OF STUDY DESIGNED FOR COOPERATIVE PART-TIME STUDENTS EMPLOYED IN FOOD SERVICE WORK Karnes, James B. Industrial Education; 103 Industrial Education Building; University of Missouri; Columbia, Missouri 65201. ($1.50). Missouri University; Columbia, Missouri; Department of Industrial Education. DOCUMENT NOT AVAILABLE FROM EDRS. 1966. 114 pages. AIM Fall 1967.

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VT 008 821 PRODUCER OF GOODS (TRANSPARENCY MASTERS) Clemson University; Clemson, South Carolina; Vocational Education Media Center. MF AVAILABLE IN VT ERIC SET. 1968. 11 pages. AIM Fall 1969.

VT 009 270 TRAINING PLAN OUTLINES FOR MANPOWER DEVELOPMENT AND TRAINING ACT COURSES FOR GENERAL SALESPERSON, WOMEN'S GARMENT SALESPERSON, DRUG SUNDRIES CLERKS, AND GROCERY CHECKERS. Office of Education (DHEW); Washington, D.C. MF AVAILABLE IN VT ERIC SET. 1966. 50 pages. AIM Fall 1969.

APPENDIX

SUGGESTED ERIC BIBLIOGRAPHIC METHODS

The following are examples suggested by ERIC for reference notations in bibliographies.[1]

BIBLIOGRAPHIC NOTATION

Barton, Roger E. Final Report: Pilot Vocational Teacher Training Institute in Dental Assisting, Summer, 1966. Chapel Hill: School of Dentistry, University of North Carolina, 1966. (ERIC ED 010 334 MF $.50 HC $4.04) 58p.

Note - (Institution or organization cited as author)

American Nurses' Association. Educational Preparation for Nurse Practitioners and Assistants to Nurses: a Position Paper. New York City: American Nurses' Association, 1965. (ERIC ED 021 059 EDRS Price MF $.25 HC $.95) 4, 35.

Note - (If two sources are cited from the same year for the same author, a notation such as the following should be used).

American Nurses' Association. Educational Preparation for Nurse Practitioners and Assistants to Nurses: A Position Paper. New York City: American Nurses' Association, 1965. (a) (ERIC ED 021 059 EDRS Price MF $.25 HC $.95) 4, 35.

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[1]Note - (A notation similar to the following must accompany this bibliography to explain what the material in parentheses relates to):

Bibliographical entries followed by an ED number in parentheses are generally available in hard copy (HC) or microfiche (MF) through the Educational Resources Information Center (ERIC). Order from : ERIC Document Reproduction Service, The National Cash Register Company, 4936 Fairmont Avenue, Bethesda, Maryland 20014. (Prices given will not necessarily reflect current prices. Add 50 cents to all orders of less than $5.00 for handling.)